

Salisbury, North Carolina
May 5, 2020

REGULAR MEETING

PRESENT: Mayor Karen K. Alexander, Presiding; Mayor Pro Tem Al Heggins; Council Members William Brian Miller, David Post and Tamara Sheffield; City Manager W. Lane Bailey; Deputy City Clerk Tiffany Crook; and City Attorney J. Graham Corriher.

ABSENT: None.

In response to the State of Emergency declaration related to the spread of COVID-19 and to limit physical interactions and the potential spread of COVID-19 the Salisbury City Council met electronically. The meeting was called to order by Mayor Alexander at 6:00 p.m. A moment of silence was taken.

PLEDGE OF ALLEGIANCE

Mayor Alexander led participants in the Pledge of Allegiance to the United States flag.

RECOGNITION OF VIEWERS

Mayor Alexander welcomed all viewers.

ADOPTION OF THE AGENDA

Thereupon, Councilmember Post made a **motion** to adopt the Agenda as presented. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)

PROCLAMATIONS

Mayor to proclaim the following observances:

NATIONAL DAY OF PRAYER	May 7, 2020
PEACE OFFICERS MEMORIAL DAY AND NATIONAL POLICE WEEK	May 15, 2020
NATIONAL SKILLED NURSING CARE WEEK	May 10-16, 2020
MENTAL HEALTH AWARENESS MONTH	May 10-16, 2020
	May 2020

Mayor Alexander read each proclamation.

CONSENT AGENDA

(a) Minutes

Adopt Minutes of the Regular meeting of April 21, 2020.

(b) Salisbury Transit Grant Application

Authorize the submission of a Coronavirus Aid, Relief and Economic Security (CARES) Act grant application to the Federal Transit Administration for operating, capital and COVID-19 related expenses for Salisbury Transit.

Thereupon, Mayor Pro Tem Heggins made a **motion** to adopt the Consent Agenda as presented. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)

PUBLIC COMMENT

Mayor Alexander opened the floor to receive public comments.

There being no comments, Mayor Alexander closed the public comment session.

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

Community Planning Services Director Hannah Jacobson stated a public hearing is the first step to deploy necessary funding to the community to prevent, prepare for, and respond to COVID-19. She mentioned no action will be required of Council, and the hearing is an opportunity for citizens to speak about pressing needs and thoughts about how the funds should be used. She reminded Council the City will receive \$168,950 in supplemental Community Development Block

Grant-Coronavirus (CDBG-CV) funds in addition to the City's annual allocation. She stated a draft plan of how the funds will be distributed will be presented to Council at its next meeting.

Ms. Jacobson noted the United States Department of Housing and Urban Development (HUD) did not issue restrictions or guidance on the intended use of the supplemental funds and activities that are typically allowed under the CDBG Program are eligible for the funding. She mentioned the most common question the department has received is regarding the type of activities that are eligible for funding. She explained there are two tests the department conducts to determine funding eligibility. She stated, activities must meet one of the three national objectives and must benefit low or moderate income people, eliminate or prevent a blight, or meet an urgent need. She stated the second test regards whether the activity is consistent with the City's Five-Year Consolidated Plan regarding how CDBG funds will be used.

Ms. Jacobson stated public services is a broad category within the eligible consolidated plan activities. She mentioned the category includes several activities from health care services to fair housing counseling. She noted there is typically a 15% cap on the amount of CDBG funds that can be used for public services but there is no cap with the supplemental funds which can be allocated 100% to public services if needed.

Ms. Jacobson mentioned the deadline to submit applications for funding is May 8, 2020. She stated the Planning Department plans to publish a draft amendment, followed by a five-day public comment period, and meet with Council on May 19, 2020 to present the draft plan and request approval. She noted at that time she will also have a draft for the Annual Action Plan and Five-Year Consolidated Plan. She informed Council the plan, if adopted, will be submitted to HUD May 20, 2020, and contracts with approved recipients would be finalized in June or July 2020.

Ms. Jacobson stated a panel will review applications after the May 8, 2020 deadline and approval will be based on program objectives, urgency, organizational capacity, cost effectiveness, and other criteria.

Mayor Pro Tem Heggins asked if the application deadline will allow sufficient time for organizations to submit applications. Ms. Jacobson stated the website for submissions has been posted for two weeks and the Planning Department has solicited several organizations. She mentioned Housing Planner Candice Edwards has been working with the Communications Department to post information in the newspaper and on social media.

Ms. Edwards stated she has contacted several community service providers, answered questions, and sent out information regarding the funds. Mayor Pro Tem Heggins asked about the type of organizations solicited. Ms. Edwards noted staff has contacted traditional organizations as well as other agencies/ eligible to apply for funding.

Councilmember Miller pointed out administrative costs should be minimized to insure the greatest amount of funds are received by those in need. He asked what type of reporting requirements are required with the supplemental CDBG funds. Ms. Jacobson stated there are strict reporting guideline requirements for sub-recipients of the funds, and it is incumbent upon the City to monitor all sub-recipient activities.

Councilmember Post asked if the supplemental funds are for use over a five-year span or if they are intended to address current emergency needs. Ms. Jacobson explained the supplemental funds are to address current needs and the Five-Year Consolidated Plan is in reference to goals and objectives for the City's Community Development Program. She added, in addition to distributing the supplemental CDBG funds, the City is currently in the process of updating the 5-Year Consolidated Plan and Annual Action Plan for future funding.

Councilmember Post asked if the deadline to submit applications can be extended for one week and requested a copy of the draft plan for the supplemental funds be given to Council prior to May 19, 2020.

Mayor Pro Tem Heggins stated she would like to see the deadline for applications extended and other tasks separated from the supplemental CDBG funding. She asked who would be on the panel of individuals reviewing and approving applications.

Ms. Jacobson stated the panel will consist of staff- recommended personnel from different departments within the City. She reminded Council of strict deadlines for the City's 5-year Consolidated Plan and noted a draft plan will need to be presented to Council by May 19, 2020. She stated although the deadline for the supplemental funds is flexible, the date was set to expedite the process, and release funds quickly to those in need. She noted at Council's discretion, she can extend the deadline for applications and continue to release information regarding the funds.

Mayor Alexander stated the draft of the 5-Year Consolidated Plan should be completed to prevent the City from losing future funding and the supplemental fund application deadline should be extended to allow ample time for organizations to apply for the funds. Ms. Jacobson agreed.

Thereupon, Councilmember Post made a **motion** to extend the application deadline for the use of the CDBG-CV funds from May 8, 2020 to May 22, 2020. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)

Mayor Alexander convened a public hearing, after due notice thereof, to receive comments regarding the use of the CDBG-CV funds.

Ms. Edwards read public comments she received for the hearing.

Mr. Andrew Luepke stated he would like a portion of the funds to be used to support citizens in need, downtown development, and to rehabilitate low-income housing.

Ms. Shirley Henderson noted she is interested in whether the funds can be used to help her pay bills.

Mr. A. Covington explained he would like a portion of the funds to be used to set up portable handwashing stations, public bathing stations, and water bottle filling stations.

Ms. Krista Woolley of the Community Care Clinic of Rowan County stated her organization will be applying for funds to assist with the cost of safe operation during the next six to eight months and to support the salary of a part-time healthcare provider.

Mr. Rocky Cabagnet indicated the CDBG funds should be used for emergency rental assistance until all COVID-19 executive orders are lifted.

Mr. Walter Vaughn noted it is a great time to use the funding to invest in equipment, infrastructure, and demolition.

Mr. Ron Turbyfill, Executive Director of Communities in Schools, stated he is interested in details on how nonprofit organizations can submit requests for funding.

Ms. Cindy Fink, Executive Director of Meals on Wheels, stated the funds should be granted to organizations that are meeting essential needs in the community. She mentioned these organizations include local nonprofit groups who are stretching to provide meals, groceries, toiletries, supplies and more to those in need.

Ms. Kyna Grubb of Rowan Helping Ministries indicated her organization is expecting agencies that provide financial crisis assistance to be flooded with requests for rent and utility bill assistance. She mentioned a portion of the funds should be used to stabilize families financially and prevent homelessness. She stated COVID-19 funds should be directed toward supporting critical services that directly impact clients.

Mr. Francis Koster commented the funds should be used to support a successful and sustainable economic recovery that reaches beyond financially focused approaches and includes recovery from the psychosocial effects of unemployment.

City Attorney Graham Corriher reminded Council of the law which states Council cannot take action on an issue during the same meeting the public hearing is held during electronic meetings. He stated law requires the continued acceptance of public comments up to 24 hours after the meeting.

There being no other comments, Mayor Alexander closed the public hearing.

DEMOLITION PERMITS

Code Enforcement Services Manager Michael Cotilla requested Council to consider adopting Ordinances granting Code Enforcement the authority to demolish five structures. He explained four of the structures are primary structures that are abandoned, dilapidated, and have been inspected and sited under Section 10 of the Minimum Housing Ordinance. He added, the structures have repair costs over 50% of the property's assessed value. He pointed out one of the structures is a dilapidated accessory structure that is located behind an occupied primary structure. He noted the property has been cited under Section 14 of the Nuisance Ordinance, and the owner has agreed to the terms of a consent agreement for demolition.

(a) 39 Knox Street

Mr. Cotilla noted the property at 39 Knox Street was inspected August 20, 2019, and issued an Order of Compliance on August 23, 2019. He explained there was a Hearing Notice posted on August 26, 2019, and a hearing was held on September 19, 2019, which no one attended. He added the 90 day compliance period for the property expired December 21, 2019, and an Ordinance was created for Council April 28, 2020.

(b) 1511 West Horah Street

Mr. Cotilla noted the property at 1511 West Horah Street was inspected October 21, 2019, and issued an Order of Compliance on October 23, 2019. He explained there was a Hearing Notice posted on October 25, 2019 and a hearing was held on November 7, 2019 which no one attended. He added the 90 day compliance period for the property expired February 7, 2020 and an Ordinance was created for Council April 28, 2020.

(c) 1027 South Church Street

Mr. Cotillo stated the property at 1027 South Church Street was inspected October 21, 2019, and issued an Order of Compliance on October 23, 2019. He explained there was a Hearing Notice posted on October 25, 2019, and a hearing was held on November 7, 2019, which no one attended. He added the 90 day compliance period for the property expired February 7, 2020, and an Ordinance was created for Council April 28, 2020.

(d) 1003 Grady Street

Mr. Cotilla indicated the property at 39 Knox Street was inspected October 21, 2019, and issued an Order of Compliance on October 22, 2019. He explained there was a Hearing Notice posted on October 25, 2019, and a hearing was held on November 7, 2019, and the property owner was in attendance. He added the 90 day compliance period for the property expired February 7, 2020, and an Ordinance was created for Council April 28, 2020. He noted the property owner is in agreement with the demolition.

(e) 519 Vance Avenue

Mr. Cotilla explained the accessory structure located at 519 Vance Avenue was inspected November 5, 2019, and issued an Order of Compliance on November 7, 2019. He stated a Hearing Notice was posted on November 12, 2019, a hearing was held on March 26, 2020, and the property owner was in attendance. He added the 10-day compliance period for accessory structures expired, and an Ordinance was created for Council April 28, 2020. He noted the property owner is in agreement with the demolition.

Thereupon, Councilmember Post made a **motion** to adopt an Ordinance to order the demolition of a dwelling unit unfit for human habitation located at 39 Knox Street in the City of Salisbury, North Carolina. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem

Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)

ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNIT UNFIT FOR HUMAN HABITATION LOCATED AT 39 KNOX STREET IN THE CITY OF SALISBURY, NORTH CAROLINA.

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 27-28, and is known as Ordinance 2020-23.)

Thereupon, Councilmember Sheffield made a **motion** to adopt an Ordinance to order the demolition of a dwelling unit unfit for human habitation located at 519 Vance Avenue in the City of Salisbury, North Carolina. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)

ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNIT UNFIT FOR HUMAN HABITATION LOCATED AT 519 VANCE AVENUE IN THE CITY OF SALISBURY, NORTH CAROLINA.

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 29-30, and is known as Ordinance 2020-24.)

Thereupon, Mayor Pro Tem Heggins made a **motion** to adopt an Ordinance to order the demolition of a dwelling unit unfit for human habitation located at 1003 Grady Street in the City of Salisbury, North Carolina. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)

ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNIT UNFIT FOR HUMAN HABITATION LOCATED AT 1003 GRADY STREET IN THE CITY OF SALISBURY, NORTH CAROLINA.

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 31-32, and is known as Ordinance 2020-25.)

Thereupon, Councilmember Miller made a **motion** to adopt an Ordinance to order the demolition of a dwelling unit unfit for human habitation located at 1027 South Church Street in the City of Salisbury, North Carolina. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)

ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNIT UNFIT FOR HUMAN HABITATION LOCATED AT 1027 SOUTH CHURCH STREET IN THE CITY OF SALISBURY, NORTH CAROLINA.

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 33-34, and is known as Ordinance 2020-26.)

Thereupon, Councilmember Miller made a **motion** to adopt an Ordinance to order the demolition of a dwelling unit unfit for human habitation located at 1511 West Horah Street in the City of Salisbury, North Carolina. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)

ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNIT UNFIT FOR HUMAN HABITATION LOCATED AT 1511 WEST HORAH STREET IN THE CITY OF SALISBURY, NORTH CAROLINA.

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 35-36, and is known as Ordinance 2020-27.)

Councilmember Miller requested a five minute recess. The meeting reconvened at 7:30 p.m.

TEMPORARY STREET CLOSURE – EAST KERR STREET

City Engineer Wendy Brindle stated the Rowan County Tourism Authority and the Farmer's Market are requesting a one month trial period for the closure of the 200 block of East Kerr Street, between North Lee Street and Depot Street, for the Salisbury Farmer's Market each Saturday from 7:00 a.m. until 1:00 p.m., beginning May 9, 2020. She noted if the trial is successful, the Farmer's Market will seek a closure every Saturday during the season. She mentioned Type III barricades provided by the City's Public Works Department will be used to block the street during the trial period.

Mayor Pro Tem Heggins expressed concern regarding the Farmer's Market occurring during Phase I of the COVID-19 reopening. She asked what safety measures will be in place to protect those in attendance.

Rowan County Tourism Authority, Executive Director James Meachum stated his organization will follow all COVID-19 regulations with the opening and operation of the Farmer's Market.

Thereupon, Councilmember Post made a **motion** to approve a one month trial period for the closure of the 200 block of East Kerr Street, between North Lee Street and Depot Street, for the Salisbury Farmer's Market each Saturday from 7:00 a.m. until 1:00 p.m., beginning May 9, 2020 through June 13, 2020. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)

CITY ATTORNEY'S REPORT

City Attorney Graham Corriher had nothing to report to Council.

CITY MANAGER'S REPORT

City Manager Lane Bailey stated staff is continuing to work on the budget. He explained a landfill and waste collection fee increase was proposed, but the Public Works Department has been able to eliminate most fee increases. He noted a recycling fee increase remains and can be eliminated if Council would like to move to monthly recycling collection rather than the current biweekly schedule. He explained the lowest bidder for the recycling contract is not interested in the once per month collection option, but the current vendor would consider continuing services with a single monthly pick up schedule.

Councilmember Post stated citizens should be educated on the types of items that can be recycled. He asked if the service would have to be re-bid if the City decided to switch to a monthly collection schedule. Mr. Bailey noted the service will not have to be re-bid but issues may arise from citizens forgetting which day is their pick-up day and the accumulation of recycled materials if services are moved to a once per month pick-up schedule.

Mayor Alexander asked if not having a recycling program would eliminate the need for a \$.94 fee increase. Mr. Bailey stated trucks would still have to drive the same collection routes whether they are picking up recycling or taking them to a landfill. He explained although the cost for recycling is higher than landfill costs, the elimination of recycling service will decrease but not eliminate the \$.94 increase in fees.

Councilmember Sheffield noted if the City can award a one year contract for a monthly recycling collection with the current vendor, recycling bins would not have to be replaced, and the recycling fee increase of \$.94 would be eliminated. She asked if a one year contract could be awarded instead of a three year contract. Mr. Bailey stated the current vendor is not interested in a one year contract and would like a three year agreement.

Councilmember Miller stated although times are tough, a \$.94 increase per month is not a large expense. He mentioned few citizens are complaining about the fee increase associated with the new vendor and complaints may increase if the City switches to a lower level of service to avoid the \$.94 increase.

By consensus, Council agreed to continue with the new vendor for recycling services.

ANNOUNCEMENTS

There were no announcements.

COUNCIL COMMENTS

Councilmember Sheffield asked Community Planning Services Director Hannah Jacobson for information on vacant properties located on East 11th Street. She reminded everyone it was Cinco de Mayo and National Teacher Day. She thanked teachers throughout the county for their hard work and dedication their students.

MAYOR PRO TEM COMMENTS

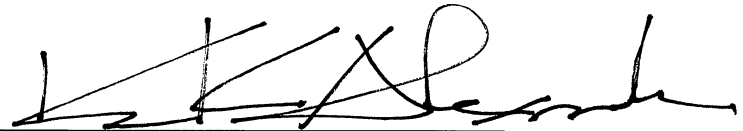
Mayor Pro Tem Heggins wished everyone a happy Cinco de Mayo and thanked teachers for their hard work. She thanked Ms. Hanna Jacobson and Ms. Candace Edwards for their presentations and stated she looks forward to receiving the list of applicants for the supplemental Community Development Block Grant COVID-19 funds. She stated she would like the City to be a great health partner to all and encouraged staff to think of ways to encourage safety habits during Phase I of the COVID-19 reopening.

MAYOR'S COMMENTS

Mayor Alexander thanked citizens, staff, and Council for their continued efforts throughout the COVID-19 crisis. She stated it is important to work together and encourage safety to make the City's reopening a success.

ADJOURNMENT

Motion to adjourn the meeting was made by Mayor Pro Tem Heggins. All Council members in attendance agreed unanimously to adjourn. The meeting was adjourned at 8:15 p.m.



Karen Alexander, Mayor


Tiffany Crook, Deputy City Clerk